



Washoe County School District

Purchasing Department • 14101 Old Virginia Road • Reno, NV 89521
Phone (775) 850-8025 • Fax (775) 857-3175

LETTER OF INTENT

March 18, 2019

Dear Participants and Interested Parties,

This letter is notification that Washoe County School District's (WCSD) Purchasing Department is recommending final contract award for RFP #19-003, Opening Day Library Book Collections & Related Set-Up Services for New Elementary, Middle and High Schools within WCSD, to ***Mackin Educational Resources*** pending successful contract negotiations and formal award by WCSD's Board of Trustees.

This letter serves as formal notification that the six (6) day appeal period will commence effective March 19, 2019. Pursuant to NRS 332.068, an original notice of appeal **and** associated security in an amount equal to the lesser of twenty-five percent (25%) of the total value of the proposal submitted by the company filing the notice of appeal or \$250,000, payable to the Washoe County School District, must be received no later than March 25, 2019 at 5:00 p.m. local time in the Purchasing Department. The corresponding address is as follows:

WCSD Purchasing Department
Attn: Andrea J. Sullivan
The Brown Center
14101 Old Virginia Road
Reno, NV 89521

Any notice of appeal must be filed in strict accordance with NRS 332.068. The Purchasing Department may not render any advice with regard to the appeal process; vendors are advised to refer to the above referenced statute or the RFP document for further instructions on filing a notice of appeal.

On behalf of the Washoe County School District, thank you for your interest in this proposal.

Sincerely,

Monica Schuerr-Howden
Assistant Director of Procurement and Contracts

cc: RFP Correspondence File